

**Cooperative Agricultural Support Services Authority**  
**Notice of Regular Meeting of Board of Directors**

In accordance with the requirements of California Government Code section 54950, *et seq.*, notice is hereby given of a regular meeting of the Board of Directors of the Cooperative Agricultural Support Services Authority:

This meeting will be conducted as an in-person meeting at the location noted below. Remote teleconference access is provided for the public's convenience and in the event a Board Member requests remote participation due to just cause or emergency circumstances pursuant to Government Code section 54953(f). Please be advised that if a Board Member is not participating in the meeting remotely, remote participation for members of the public is provided for convenience only and in the event that the Zoom teleconference connection malfunctions for any reason, the Board of Directors reserves the right to conduct the meeting without remote access and take action on any agenda item.

**Meeting Date:** Thursday, April 18, 2024, 1:30 p.m.

**Meeting Location:** 1776 Tribute Road, Suite 215, Sacramento, CA 95815

The public is invited to participate in the meeting via the following:

**Public Participation Zoom Conference:**

<https://us02web.zoom.us/j/84415972864?pwd=TXV6VTJBQmxKWnBSYXJ3VXR5UliQT09>

Meeting ID: 844 1597 2864

Passcode: 158184

**Dial-In by Phone Instructions:**

+1 669 900 9128 US (San Jose)

Meeting ID: 844 1597 2864

Passcode: 158184

**AGENDA**

1. Call to Order & Roll Call  
Directors: Arima Kozina, Angela Blanchard, Humberto Izquierdo
2. Executive Officer's Report, presented by Executive Officer Sabrina L. Thomas.

**CONSENT CALENDAR ITEMS**

3. Approve Minutes of January 25, 2024, Regular Board Meeting.

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## **NEW BUSINESS ITEMS**

4. Accept CASS Annual Financial Audit 2022-23, presented by Melanie Dahl, CPA, Shareholder, Gilbert CPAs.
  - Resolution 2024-02: Accepting the Independent Auditor's Report of the Fiscal Year 2022-23 CASS Financial Audit.
5. CASS Financial Review for Estimated Year End FY 2022-2023 and Proposed Fiscal Year 2024-2025 Budget, presented by Sabrina L. Thomas, Executive Officer
  - Resolution 2024-03: Adopt CASS Fiscal Year 2024 - 2025 Budget.
6. Employee Handbook Updates, presented by Sabrina L. Thomas, Executive Officer.
  - Resolution 2024-04: Adopt Updated 2024 CASS Employee Handbook.
7. Schedule of CASS Regular Quarterly Board Meetings for Fiscal Year 2024-2025, presented by Sabrina L. Thomas, Executive Officer.
  - Resolution 2024-05: Adopt Schedule of CASS Regular Quarterly Board Meetings for Fiscal Year 2024-2025, presented by Sabrina L. Thomas, Executive Officer.

## **CLOSED SESSION**

Once the closed session has ended, the board meeting will be reconvened in open session. The Chair will then make any announcements required by the Brown Act relative to reportable actions taken during the closed session.

- A. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation (Government Code, § 54956.9(b)) (1 case)
- B. Public Employee Performance Evaluation (Government Code, § 54957(b)(1))  
  
Employee: Executive Officer
- C. Conference with Labor Negotiators (Government Code, § 54957.6)  
  
Agency Designated Representative: Board Chair  
  
Unrepresented Employee: Executive Officer

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## **RECONVENE FROM CLOSED SESSION**

Report Out of Closed Session, if any.

8. Discussion regarding Executive Officer Salary Range for 2024 and CPI adjustment, if any.

- Consider Adoption of Resolution 2024-06 Approving 2024 Executive Officer Salary Range and CPI adjustment, if any.

9. Discussion regarding Executive Officer Compensation, if any.

- Consider Adoption of Resolution 2024-07 Amending Executive Officer Salary, if any.

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Announcements or Updates from Board Members

Next Board Meeting is scheduled for Thursday, August 22, 2024, at 1:30 p.m.

## **PUBLIC ADDRESSES ON MATTERS NOT ON THE AGENDA**

Members of the public may comment on any item of interest to the public within the subject matter jurisdiction of CASS. Members of the public who wish to address a specific agenda item are requested to offer their comments during consideration of that item.

## **ADJOURNMENT**

### **NOTES:**

The Board may take action on any matter, however listed on this Agenda, and whether or not listed on this Agenda, to the extent permitted by applicable law. Staff Reports are subject to change without prior notice.

If requested, this agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Board Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting, should telephone or otherwise contact the Board Clerk as soon as possible.

The Board Clerk may be reached at 1776 Tribute Road, Suite 215, Sacramento, California 95815, or by telephone at (916) 445-1286.

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DISTRIBUTED PUBLIC RECORDS Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at the CASS office at 1776 Tribute Road, Suite 215, Sacramento, CA 95815 and will be made available to the public on the CASS website at [agsupport.org](http://agsupport.org). Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.